



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF REGULAR MEETING

Bethel Public Library Board of Directors

Monday, July 25, 2016 at 6:00 p.m.

Morse Conference Room

PRESENT: Chairman Ted Stevenson, Robin Kahn, Linda Curtis, Richard Merritt, Mary O'Leary, Mary Spain, Tia Murphy, Robin Grubarb, Lisa Johnson and Library Director Lynn Rosato.

ABSENT WITH NOTICE: Judy Schlemmer, Terri Rotella, Robert Zupperoli.

VISITORS: Susan Anderson and Linda Kral, staff members; Paula Antolini, Vince Antolini and Gia Antolini, of 19 Jacobs Lane, Bethel

Vice Chairman Lisa Johnson called the meeting to order at 6:15 p.m. The meeting was turned over to Chairman Stevenson upon his arrival at 6:30 p.m.

PUBLIC INPUT: Vince Antolini addressed the Board, summarizing his resume of 30+ years working in the field of journalism and as a staff photographer with Newsday. Mr. Antolini voiced his displeasure with the Library's photography policies at library-sponsored programs. According to Mr. Antolini, he has never had to obtain signed releases from individuals he's photographed. Paula Antolini, owner of a local media company, and reporter of community news, also addressed the Board regarding these library policies. Mrs. Antolini gave situational examples causing her frustration and tension, and asked the Library Board to address her concerns. Vice Chairman Johnson recommended the Executive Committee take this matter under advisement. Mrs. Antolini noted she would send the Vice Chairman information concerning public forums.

ANNOUNCEMENTS: None.

CORRESPONDENCE: Library Director Lynn Rosato received two communications. A notice was sent from the Probate Court informing all beneficiaries of the Marsha A. Milne Trust, of which the Library is one, that on July 26, 2016 the Probate Court will be appointing a new trustee. The Director also received a note from Judy Schlemmer, informing the Board she will be taking a temporary leave of absence for medical reasons. Judy expects to return to the Board on September 1st.

APPROVAL OF June 27, 2016 MEETING MINUTES: Chairman Stevenson noted a correction to the minutes regarding the name of Tia Murphy's special program on July 21st, which had been changed to **Cuba – Birds, Bath & Beyond**. Director Rosato requested to amend the minutes to correct the Director's Report regarding the shelving being replaced. The shelving cost was not high enough to be paid by insurance, due to deductibles. However, the cost is being covered by the cleaning company. Robin Kahn moved to approve the amended minutes. Linda Curtis seconded the motion. The motion passed unanimously.

TREASURER'S REPORT: Treasurer Tia Murphy presented the Treasurer's report for July, covering the month of June. Treasurer Murphy noted the Barnum-related line items have gone to \$0.00, and will be eliminated next month. Richard Merritt moved to approve the Treasurer's report. Robin Kahn seconded the motion. The motion passed unanimously.

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TOWN CLERK

LIBRARY DIRECTOR'S REPORT: Library Director Lynn Rosato had no additions to the Director's report. Tia Murphy asked about the timing of the sculpture exhibit removal. Library Director Rosato said the space was needed for setting up the silent auction and other activities for the wine tasting. Mary O'Leary commented on Jane Bickford's generous donation of furniture, including a desk, 3 end tables, and 3 file cabinets. Director Rosato has already found uses for these items, and will be sending a thank you note. It was also noted the handicap door opener is working again. Director Rosato expressed frustration in reaching out to the Town for assistance in trying to get the audio system working. She will schedule a service call for RnB to install the system when the new cabinet has been received. Tia Murphy asked about warranties. The mixer has a 3-year extended warranty; however, there was no extension available beyond the 1st year for the amplifier. Richard Merritt praised the line painting in the parking lot, and also relocation of the self-checkout to a more prominent central area. Director Rosato agreed, noting a second self-checkout will be installed this week.

FRIENDS OF THE LIBRARY: Linda Curtis praised Tia Murphy's special program on Cuba, which was an overwhelming success and enjoyed by all that attended! Linda passed around the volunteer sign-up sheet for the Mini BIG Book Sale. She also reminded the Board to get their book donations in this week; as the Friends then curtails donations until October to get ready for this sale.

UNFINISHED BUSINESS: Vice Chairman Johnson re-addressed the Board to schedule an Executive Committee meeting, regarding tonight's public input session. The Executive Committee agreed to set a time following the meeting.

NEW BUSINESS:

STAFF PRESENTATION: Susan Anderson and Linda Kral, both part-time Library Assistants in charge of Library Programs, presented to the Board. Linda is focused on program scheduling, information fliers, monitoring attendance, event set-up, oversight and feedback reporting. She also maintains program information posted on bulletin boards, Event Keeper and at the Senior Center, and assists with teen programming. Susan Anderson's extensive experience has her preparing program packets, leading the writer's groups, preparing and facilitating book discussions, and preparing press releases, monthly Spotlight e-newsletters, and *Between the Lines* bi-monthly newsletter. Susan also manages the Constant Contact subscriber database, media distribution lists, local artist displays, and assists at the public service desk. Robin Grubard, speaking from experience as a presenter, praised their thoroughness, as well as their fun, creative "out of the box" program ideas.

COMMITTEE REPORTS:

Development Committee: The Development Committee did not meet this month. A discussion followed. Lisa Johnson will send the Board gift basket ideas. The deadline to commit to a gift basket is next month. Mary Spain encouraged everyone to reach out to their local business connections to participate, especially those on Route 6. Lisa Johnson will send out a weekly updated sponsor list.

Personnel Committee: Chairman Stevenson charged the Committee with doing the Library Director's evaluation.

ADJOURNMENT: Tia Murphy moved to adjourn the meeting. Robin Grubard seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Jolene Drukker, Recording Secretary

Jolene Drukker / BW